

Middletown Public Schools -Board of Education

Facilities Committee Meeting Minutes

Held on December 17, 2014 at the Moody Elementary School

Called to Order at 5:30 PM

Members present:

Vincent Loffredo, Dr. Patricia Charles, Judy Yoder, David Bauer, John Giuliano, Cheryl McClellan, Steven Kovach, Karen Wesoloski and Principal Yolande Eldridge

Absent members were Marco Gaylord, Thomas Serra and Ed McKeon

Introduction of attendees.

- I. Tour of school lead by Principal Yolande Eldridge and Karen Wesoloski along with discussion of the needs (handout given) of the school as follows:
 - Driveway/Evacuation Route- The crosswalk and stop sign in front of the building are not adequate to address the safety of the children and members of the public who cross the traffic to enter the school from the parking area. There was a proposal to correct this issue at a cost of approximately \$25K, but it was cut from the 15-16 budget. Ms. Eldridge also had concerns about the evacuation route that is in the rear of the building which leads to a shed. She thought plowing was going to be an issue during the winter months when there is an evacuation. A possible solution would be to install a closed road and the \$25K figure would cover the cost to correct the stop sign/walkway issue as well as the new evacuation route. Judy Yoder states that Bill Russo and his department will be drawing a plan and that she will pursue this issue to get a design in place and get the problem addressed. The Police department has also recommended this. It will be included in the Facilities Capital Improvement Plan that will be presented to the Board and Council.
 - Heating/Air Balance- The heating and air in the school is out of balance. Judy Yoder believes this is a programming issue. The brick structure keeps the outside rooms very cold in the winter and the building retains the heat when it is hot. There are 2-3 rooms that have never had proper heat for years. Currently there is a Barber-Coleman heating system in place which is old and antiquated. It takes a very long time to get heat to all the rooms. The three (3) problematic rooms have been taken out of the system and can be manually adjusted in the interim. Honeywell will come to re-balance the system.
 - Storm Drain Line- Ms. Eldridge believes there is a break in the storm drain.

- The staff bathroom backs up and sewer water goes into the copy room. Judy Yoder is aware of this problem and said there is a 'belly' dip in the sewer pipe. She plans to rectify the problem.
- Ceiling Tiles – There have been various tiles throughout building that have stains from leaks that have never been repaired. Judy Yoder stated that the tiles are being replaced during the holiday break.
- Window Blinds- Window blinds are older and cannot be easily drawn during an emergency drill. Replacement is needed most in rooms 4, 5, 6, 10, 11, 14 and the cafeteria. Judy Yoder stated that we will be purchasing blinds for Woodrow Wilson Middle, Spencer, Moody and a few other schools by bulk.
- Window Screens – There are some window screens missing in the Cafeteria and 2nd courtyard areas.
- Cafeteria Tables - The cafeteria tables were purchased in 1993 and the springs on them are failing due to the constant use. Six (6) tables need to be replaced.
- Door Key Fob Pad- The door key fob system does not always works and many staff is experiencing problems getting into the building. A replacement is on order and should be in soon.
- Window Peep Hole – Existing door on door #4 in the kitchen area does not have a visual check to see who is at the door when deliveries arrive. Judy Yoder is addressing this.
- Molding – The rubber molding has pulled away from the walks in the cafeteria by the water fountain and under the kitchen window areas.

II. Update for Middletown High School Wall Repair

Attorney Brig Smith will be attending the January Board Meeting to discuss the MHS wall issue with the committee.

Vinnie Loffredo requested information regarding the close of the MHS project. Dr. Charles will speak with Elizabeth Nocera about contacting the State. The group questioned whether the money held back on the MHS project would be used for the MHS wall resolution or other MHS facility's needs.

III. FCAP Update

The group discussed facilities strategic planning. Judy Yoder stated that the FACP is basically the same. Dr. Charles asked if items in the capital budget should be moved to the FCAP. The next step is a presentation to the Board of Education followed by a presentation to Finance and Government. Dr. Charles will put it on the January Board of Education agenda.

David Bauer stated there will be a report to the public works commission: Study of School Recreational Facilities on January 21 at the council chambers at 7:00 PM. It was suggested that Elisha DeJesus attend the meeting as well.

IV. Status and Update of School Safety Infrastructure.

Joe Samolis and Judy Yoder are working on a security synopsis to give to Marie Norwood about grant money and bonding issues and with working with a contractor. The Standardization Committee has approved the project. Caution was provided by the state regarding sole-sourcing. The security committee is recommending the Milestone Communications system and equipment since it will enhance communication throughout the City.

Dr. Patricia Charles was concerned about the additional delay this will place on getting working cameras up at WWMS. She asked Judy Yoder if a few cameras could be installed at Woodrow Wilson right away so they would have something in place for now.

Vinnie Loffredo asked if perhaps a package that dealt with security upgrades could be combined in one proposal to present to representatives at the State capital. Dr. Patricia Charles said there are additional safety recommendations, such as the office location at Farm Hill and the exit driveway at Moody discussed earlier in the meeting. The group also identified additional parking and egress as an issue at Moody when the fields are used extensively in the summer.

V. Other Miscellaneous Item(s) for Discussion

Future meetings are at the following locations:

- 01/21/15 meeting will be at Bielefield School at 5:30 PM
- 02/18, 03/18, 04/15, 05/20, 06/17, 09/16, 10/21, 11/18, 12/16 and 01/20/16 meetings will be at the Board of Education building at 5:30 PM
- There are no meetings in July and August 2015

Meeting adjourned 7:03 PM.

Minutes recorded by Leslie A. Spatola,

Leslie A. Spatola,
Committee Recording Secretary

